

STATINTL

NOTES

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PERSONNEL  
1955

## STATUS OF CIA MILITARY RESERVISTS

### 1. GENERAL

The Reserve Forces Act of 1955, P.L. 305, 84th Congress, directs the military services to maintain continuous screening of the Ready Reserve in order to ensure that no significant attrition will occur in event of mobilization. Changes in service policies and procedures necessitated by the provisions of this Act, promulgated or planned, make it necessary to review the military reserve status of Agency employees.

### 2. POLICY

a. As a result of agreements with the Department of Defense, reservist employees of the Agency will be utilized in a national emergency in one of the following categories, dependent upon the needs of the Agency and the qualifications and interests of the individual.

- (1) Category 1 - Ordered to active duty and assigned to the Agency to fill a CIA military manpower requirement approved by the Secretary of Defense. (Ready Reserve)
- (2) Category 2 - In exceptional cases, released from the Agency for active duty with the military, when the best interests of the Government and the individual are thereby served. (Ready Reserve)
- (3) Category 3 - Deferred from active duty to continue in their current civilian occupation. This category automatically results in assignment to the Standby Reserve in accordance with existing legislation. This, in brief, means that although the reservist remains subject to military control under appropriate conditions, Selective Service must first determine his availability for active military service. Standby Reservists who perform reserve training are eligible for and entitled to the award of retirement and promotion point credits just as in the case of the Ready Reserve, but it is not anticipated that they will be paid for such participation.

b. Because of the importance of maintaining as many employee reservists as possible in a Ready Reserve status to meet CIA's immediate military requirements in event of mobilization, as well as to meet current operational requirements which develop from time to time, the election of Category 1 is encouraged unless continuation in a civilian capacity is clearly indicated in the interests of national security.

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3. RESPONSIBILITIES

- a. Operating Officials or Heads of Career Services, as appropriate, are responsible for the initial determination as to utilization, with due regard for the qualifications and interests of the individual reservist and the needs of the organizational element concerned.
- b. The Director of Personnel is responsible for recommending the mobilization category to the Department of Defense, with due regard for the needs of the Agency as a whole. He will furnish guidance and assistance to the Operating Officials concerned and will accomplish the coordination and direction required to ensure submission, by 1 March 1956, of the information requested by the Secretary of Defense.

4. PROCEDURES

- a. In accordance with Department of Defense agreements, the determination as to category must be made and listings submitted at the earliest practicable date. Therefore, it is desired that each employee reservist, except those on foreign field duty, complete the attached "Statement of Preference by Reservist as to Mobilization Assignment" and return it to the Operating Official concerned. In order to meet established commitments, completed questionnaires must reach the Director of Personnel not later than 1 February 1956. Employee reservists serving outside the United States will be placed in Category 1 (Ready Reserve) pending their return to the United States.
- b. Statements of Preference with the recommendations of the Operating Official (Endorsement 1) will be forwarded to the Head of the appropriate Career Service. Statements of Preference with the approval, disapproval or recommendations of the Head of the appropriate Career Service (Endorsement 2) will be forwarded to the Director of Personnel. In the case of disapproval of the individual's preference by either the Operating Official or the Head of the appropriate Career Service the reasons for disapproval will be given. The Office of Personnel will consult with individuals when it is not possible to accommodate their stated preference.
- c. Individual Statements of Preference will be matched against CIA military requirements, first in the office of present assignment, and then in the Agency at large, before the Director of Personnel will make any commitment regarding release to the military service.

FOR THE DIRECTOR OF CENTRAL INTELLIGENCE:

L. K. WHITE  
Deputy Director  
(Support)

Attachment

DISAPPROVED FOR RELEASE 2001/07/12 : CIA-RDP80-01826R000700100005-3

ALL EMPLOYEE RESERVISTS

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(Attachment)

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TO:

(Operating Official)

SUBJECT: Statement of Preference by Reservist as to Mobilization Assignment

(1) In event of war or national emergency, I prefer to serve in .

☐ Category 1 (Ready Reserve; assigned to CIA on active duty)

☐ Category 2 (Ready Reserve; released to the Armed Forces on active duty)

☐ Category 3 (Standby Reserve; deferred from active duty)

(Check one of the above boxes only)

Preference for duty and location (Categories 1 or 2 only)

(2) I have no decided preference and will serve in whatever status my services may be most advantageously utilized.

☐ No preference

Remarks:

Typed Name and Signature of Reservist

Rank and Branch of Service

Date                     

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Endorsement 1

TO:

\_\_\_\_\_  
(Head of Appropriate Career Service)

FROM:

\_\_\_\_\_  
(Operating Official)

1. Forwarded recommending (approval) (disapproval). [Strike out one.]
2. Remarks:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Endorsement 2

TO: Director of Personnel

FROM: Head of the \_\_\_\_\_ Career Service

1. The Statement of Preference indicated is (approved) (disapproved).  
[Strike out one.]
2. Remarks:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date